

AGENDA ITEM VI-B

Consideration of authorization for the Board Chairman and the Chairman of the Planning Committee to approve the *Coordinating Board Strategic Plan, 2005-2009* to be submitted to the Governor's Office and Legislative Budget Board by June 18, 2004

RECOMMENDATION: Authorize the Board Chairman and Planning Committee Chairman to approve the updated Coordinating Board Strategic Plan for submission to the Governor's Office and Legislative Budget Board

Goals: Participation-Success-Excellence-Research
The 2005-2009 Strategic Plan for the Coordinating Board has been prepared with improved performance measure alignment and identification of priorities with each of the goals established in *Closing the Gaps*.

Background Information:

Each state agency is required by law to develop a strategic plan based on guidelines developed by the Governor's Office and Legislative Budget Board (LBB). Each plan encompasses a five-year period with the proposed update covering 2005-2009. The plan includes the state mission, philosophy, and functional goals as detailed in the state strategic plan, *Planning for Progress: The Statewide Strategic Planning Elements for Texas State Government*. This is followed by the agency mission, philosophy, external/internal assessment, and agency goals. A draft of the modified plan has been sent to Board members to provide them with the opportunity to express their views.

Instructions were provided by the LBB on March 10, 2004. Staff prepared the proposed strategic plan according to these instructions, incorporating new responsibilities given to the Coordinating Board and updating facts and figures. A primary focus in developing this strategic plan has been to align new and existing performance measures with *Closing the Gaps* and to identify additional opportunities to promote the four goals of *Closing the Gaps*. Staff requested preliminary authorization from the Governor's Office and LBB for the budget structure modifications on April 1.

In addition to the revised agency goals, requirements and format revisions, two other items are required, including:

- The Report on Customer Service, due under separate cover by June 1, 2004; and
- A staffing analysis and workforce plan, included in the agency strategic plan as an appendix item and also submitted under separate cover to the State Auditor.

In addition, strategic plans (for the Coordinating Board and the Information Resources Division) and the Report on Customer Service must be posted on our website.

Staff is requesting that the Board authorize Chairman Farrington and Planning Committee Chairman Neal Adams to approve the updated plan for submission to the Governor's Office and the Legislative Budget Board by June 18, 2004. This approval will allow for a thorough review by staff of the new requirements and provide time to make any necessary changes. It will also allow staff to incorporate changes that Board members may recommend during the April 2004 meeting.